



FEMA

January 20, 2006

MEMORANDUM FOR: Regional Directors
Acting Regional Directors
Response & Recovery Division Directors
Federal Coordinating Officers

FROM: David Garratt
Acting Director of Recovery

SUBJECT: Apartment Leases

The Regions, working with state and local governments across the nation have provided emergency sheltering for Hurricane Katrina and Rita evacuees. Using Section 403 of the Act, FEMA's Public Assistance Program is reimbursing many state and local governments that have entered into apartment lease agreements or are paying the cost of lease agreements, on behalf of emergency shelter evacuees.

FEMA is working to transition all eligible lease agreements into the Section 408 Direct Housing assistance program by March 1, 2006. Please notify state and local governments that they should not terminate any lease agreement that FEMA is presently reimbursing until receiving direction from FEMA. State and local governments will continue to receive 403 funding for apartments until eligible occupants in leases can be successfully transitioned to 408. Alternatively, for those evacuees who are not eligible to have their lease transitioned to 408 direct assistance, FEMA will not terminate any funding for emergency sheltering (403) lease agreements without first notifying the state and tenant at least thirty days in advance.

The end date for state and local governments to enter into new 403 emergency sheltering agreements is February 7, 2006. After the date of this memorandum, no 403 lease agreements may be entered into for a period longer than three months, and only for households eligible for Individual Assistance (verified by FEMA).

Regional Offices are required to notify all of their respective states by COB today. Please send email confirmation of state notification to Kevin Souza of my staff. FCO staff are asked to notify all relevant parties at the JFO.